

Foothill College

## Inter Club Council (ICC) Meeting Special Agenda

Date/Time: Tue, Sep 28, 2021 at 4 p.m.

Location: Virtual Toyon Zoom Room

- 1. Roll Call**
- 2. Open Forum (3 minutes per announcement for public, clubs go at the end)**
- 3. ASFC and Inter Club Council Executive Report**
  - a. The Inter Club Council & ICC rep. responsibilities will be introduced.
- 4. Advisor Report**
  - a. ICC advisor Erin Ortiz will give updates on district-related information and ICC reminders. Contact her at: [ortizerin@foothill.edu](mailto:ortizerin@foothill.edu)
- 5. Activation/Reactivation Forms (Discussion/Action)**
  - a. Clubs can reactivate during the first 4 weeks of the quarter. The Activation/Reactivation Form is located at:  
<https://app.smartsheet.com/b/form/1dda58a45a8a424ab3305f5c7132040c>
- 6. Activity Petitions (Discussion/Action)**
  - a. To hold an event, active clubs must submit an activity petition 1 - 4 weeks before the date of the event. Please see Erin Ortiz for preliminary planning and approval for your activity. In-person meetings & events are still under discussion between ICC and the administrators. The Activity Petition form can be found at:  
<https://app.smartsheet.com/b/form/2839e6989bdf48808a1e0ea8beac2d87>
- 7. Fund Requests (Discussion/Action)**
  - a. New clubs at Foothill College automatically get an account opened for them and receive \$50 (one-time seed money for brand new clubs), \$200 (Annual Grant for general use, form required), \$500 (Special Activities Fund per year for online-only events, must include minutes, expense list, fund request, and activity petition form), and \$1000 (ICC Project Fund for any large events, requires 4 weeks advance notice and include cost list, minutes, form required).
  - b. Currently, there are NO reimbursements for unofficial events and meetings as all meetings and events are online only (note that in-person meetings are currently under discussion). The Fund Request Form can be found at:  
<https://foothill.edu/clubs/funding.html> and a list of club balances are located at <https://foothill.edu/clubs/pdf/all-club-project-activity-account9-27-19.pdf>.
  - c. For more information about your club account, contact:  
[tramblekamara@foothill.edu](mailto:tramblekamara@foothill.edu)

**8. Club Day: Meet & Greet (Discussion)**

- a. Club Day will be hosted virtually on Tuesday, October 5th from 4:30 pm - 6:00 pm, preceded by a brief 30 min ICC meeting. Find the registration link at:  
<https://foothill.edu/clubs/events.html>
- b. Club day agenda & format will be discussed.

**9. Club Reports / Open Discussion Forum (1 minute per report)**

- a. All ICC members reporting on agenda items or club-related businesses can report during this time.

**10. Announcements (3 minutes per announcement)**

- a. This section of the agenda is reserved for announcements.

**11. Adjournment**

- a. Meeting will be adjourned by the chair.

**Agenda created by:**

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